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# Example of Distribution Tech Job Description

Our company is growing rapidly and is looking for a distribution tech. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for distribution tech

* Process fax, phone, electronic order entry, and walk up supply, linen and equipment requests
* Construct, maintain, and repair electrical distribution systems, including overhead and underground lines
* Install and repair electrical equipment such as street lighting and load control devices
* Construct overhead and underground distribution lines based on engineering specifications, including setting poles, pulling cable, setting transformers
* Install equipment such as transformers, capacitors, regulators, load control devices, meters, street lights, safe lights
* Maintain and repair equipment such as checking and doing preventative maintenance
* Respond to trouble calls when equipment fails and/or electrical service is interrupted
* Regularly lift and/or move up to 25 lbs, frequently lift and/or move up to 50 lbs
* Logging into tracking system and running/reading par level reports
* Prioritizing delivery schedule

## Qualifications for distribution tech

* Familiar with concepts, practices, and procedures in discipline required
* Must have a minimum of 7 years of line and service experience
* Must reside within 30 road miles of the assigned Operations Center
* Must live within 30 minutes of hiring operations center
* Able to complete assigned tasks within a specific time frame
* Seeks additional tasks when assigned tasks are completed